

- 1**        **DECLARATION OF OPENING**
- 2**        **ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE**
- 3**        **PUBLIC QUESTION TIME**
- 4**        **OBITUARIES**
- 5**        **GUEST SPEAKERS**
- 6**        **DECLARATIONS OF INTEREST**
- 7**        **CONFIRMATION OF MINUTES**
- 8**        **BUSINESS ARISING FROM THE MINUTES**
- 9**        **MINUTES OF COMMITTEES**
  - 9.1**       **ROE TOURISM ASSOCIATION**
  - 9.2**       **TIDY TOWNS COMMITTEE**
  - 9.3**       **SENIOR CITIZENS COMMITTEE**
  - 9.4**       **CENTRAL WHEATBELT VISITOR CENTRE**
  - 9.5**       **CORRIGIN CENTENARY COMMITTEE**
  - 9.6**       **ROAD INSPECTION NOTES**
  - 9.7**       **CENTRAL WHEATBELT VISITORS CENTRE – ANNUAL REPORT**
- 10**       **MATTERS REQUIRING A COUNCIL DECISION**
  - 10.1**       **FINANCE & ADMINISTRATION REPORTS**
    - 10.1.1**     **COMMUNITY RESOURCE CENTRE REPORT**
    - 10.1.2**     **ACCOUNTS FOR PAYMENT – JUNE 2010**
    - 10.1.3**     **MONTHLY FINANCIAL REPORT - JUNE**
    - 10.1.4**     **CHIEF EXECUTIVE OFFICER SALARY REVIEW**
    - 10.1.5**     **CHIEF EXECUTIVE OFFICER – CONTRACT OF EMPLOYMENT**
    - 10.1.6**     **ORGANISATIONAL STRUCTURE**
    - 10.1.7**     **ADOPTION OF MATERIAL VARIANCE**
    - 10.1.8**     **RATE PAYMENT INCENTIVE**
    - 10.1.9**     **FEES & CHARGES**
    - 10.1.10**    **COUNCILLOR ALLOWANCES**
    - 10.1.11**    **INSTALMENT PAYMENT PLAN OPTION – ADDITIONAL CHARGES**
    - 10.1.12**    **RATES AND CHARGES PAYMENT OPTIONS 2010/2011**
    - 10.1.13**    **PENALTY INTEREST ON OVERDUE RATES**
    - 10.1.14**    **REFUSE COLLECTION AND DISPOSAL CHARGES 2010/2011**
    - 10.1.15**    **ADOPTION OF RATES**
    - 10.1.16**    **ADOPTION OF ANNUAL BUDGET 2010/2011**
    - 10.1.17**    **PROVISION OF SERVICES AND FACILITIES**
    - 10.1.18**    **DELEGATION OF POWERS & DUTIES TO THE CEO**

- 10.2 HEALTH BUILDING & PLANNING REPORTS**
- 10.2.1 MEHBS – INFORMATION UPDATE
- 10.2.2 PROPOSED HOME OCCUPATION – FUNERAL SERVICE
- 10.3 WORKS & GENERAL PURPOSE REPORTS**
- 10.3.1 FRIENDS OF CORRIGIN – OFF ROAD RACING EVENT
- 10.3.2 CHANGE TO SCHOOL ZONE TIMES
- 10.3.3 FRIENDS OF CORRIGIN – BILLY CART CHALLENGE
- 10.3.4 PERMISSION TO COLLECT NATIVE SEEDS – GREENING AUSTRALIA WA
  
- 11 NOTICE OF MOTIONS -**
  
- 12 NOTICE OF MOTIONS – NEXT MEETING -**
  
- 13 CHIEF EXECUTIVE OFFICERS REPORT**
  
- 14 PRESIDENTS REPORT**
  
- 15 COUNCILLORS REPORTS**
  
- 16 URGENT BUSINESS**
  
- 17 INFORMATION BULLETIN**
  
- 18 WALGA & CENTRAL ZONE MOTIONS**
  
- 19 MEETING CLOSURE**

## **1 DECLARATION OF OPENING**

The Chairman Cr Lyn Baker opened the meeting at 3.00pm.

## **2 ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE**

President	L Baker
Deputy President	G E Downing
	D B Bolt
	G C Bushell
	D L Hickey
	G A Johnson
	N B Talbot
	M D Szczecinski
	J Bowles
Chief Executive Officer	J P Murphy
Deputy Chief Executive Officer	T L Dayman
Environmental Health Officer	F Buise (4.34pm)
Executive Support Officer	A M Stone

## **3 PUBLIC QUESTION TIME**

There were no members of the public present.

## **4 OBITUARIES**

It was advised that Reg Langley and John Hale had passed away since the last meeting.

## **5 GUEST SPEAKERS**

## **6 DECLARATIONS OF INTEREST**

Cr Szczecinski declared a financial interest in item 10.1.16 – Adoption of Annual Budget (library services).

Cr Bushell declared a financial interest in item 10.1.8 – Rate Payment Incentive.

Cr Bolt declared a financial interest in item 10.1.16 – Adoption of Annual Budget (road works).

Cr Hickey declared a financial interest in item 10.1.16 – Adoption of Annual Budget (road works).

## **7 CONFIRMATION OF MINUTES**

**(7561) Moved Crs – Talbot and Bushell**

*That the minutes of the ordinary meeting held on 15 June 2010, be confirmed as a true and correct record.*

**Carried 9/0**

## **8 BUSINESS ARISING FROM THE MINUTES**

### **9 MINUTES OF COMMITTEES**

#### **9.1 Roe Tourism Association**

**(7562) Moved Crs – Szczecinski and Johnson**

*That the minutes of the Roe Tourism Association meeting held on 14 June 2010, be received.*

**Carried 9/0**

#### **9.2 Tidy Towns Committee**

**(7563) Moved Crs – Bowles and Bolt**

*That the minutes of the Tidy Towns Committee meeting held on 21 June 2010, be received.*

**Carried 9/0**

#### **9.3 Senior Citizens Committee**

**(7564) Moved Crs – Hickey and Bolt**

*That the minutes of the Senior Citizens Centre Committee meeting held on 23 June 2010, be received.*

**Carried 9/0**

#### **9.4 Central Wheatbelt Visitor Centre**

**(7565) Moved Crs – Johnson and Szczecinski**

*That the minutes of the Central Wheatbelt Visitors Centre meeting held on 5 July 2010, be received.*

**Carried 9/0**

#### **9.5 Corrigin Centenary Committee**

**(7566) Moved Crs – Bowles and Hickey**

*That the minutes of the Corrigin Centenary Committee meeting held on 7 July 2010, be received.*

**Carried 9/0**

**9.6    Road Inspection Notes**

**(7567) Moved Crs – Downing and Szczecinski**

***That the notes of the Council Road Inspection held on 25 June 2010, be received.***

***Carried 9/0***

**9.7    Central Wheatbelt Visitors Centre – Annual Report**

**(7568) Moved Crs – Hickey and Bowles**

***That the Central Wheatbelt Visitors Centre Annual Report July 2009 – June 2010, be received.***

***Carried 9/0***

## 10 MATTERS REQUIRING A COUNCIL DECISION

### 10.1 Finance & Administration Reports

#### 10.1.1 COMMUNITY RESOURCE CENTRE REPORT

Applicant: Shire of Corrigin
Location: Shire of Corrigin
Date: 20 July 2010
Reporting Officer: Heather Ives, Community Resource Centre Coordinator
Disclosure of Interest: No interest to disclose
File Number: CMS/005/03

#### COMMENT

##### 1. JUNE 2010 Advertising: The Windmill

- Corrigin Phonebook – *Notice for any New Business Listings*
- New Corrigin Community Groups Directory – *Final notice for Group details*
- Corrigin Movie Club – *July date*

##### JUNE 2010 Email Advertising:

- Corrigin Movie Club – *July date reminder & movie selection*

##### 2.

JUNE 2010 ROOM BOOKINGS	
Conference Room	4
Professional Office	2
Video Conference Room	0
Computer Training Room	0
Exam Supervisions	4

##### 3. JUNE 2010 Courses / Workshops / Training / Information Seminars:

Corrigin Movie Club (June)	- 11 people
Forklift Operators Training	- 7 participants
'Skill Hire' Employment Agency	- 6 appointments
'Community First' Employment Agency	- 6 appointments

##### 4. Grants / Funding:

- Adult Learners' Week - Applied for \$1000 to run September Workshops x 3: Mobile Phone Use / Digital Photo Manipulation / How to Use Skype. *Awaiting outcome.*

##### 5. 'Better Connections' Project (12 month pilot programme):

- Drafted new 'Groups and Clubs Directory' *entered groups and clubs in the town (the aim to better inform newcomers and existing residents about opportunities for group involvement).*
- Updated Group Directory Email contact details

Minutes of the Ordinary Meeting of Council held in the Shire of Corrigin Council Chambers on  
Tuesday 20 July 2010

- Informed Groups about new grant opportunities via email.
- 'Better Connections' Coordinator attended Lotterywest Grant Writing info session in Perth

6. General Business:

- Corrigin Phonebook Business Listings & Ads - *2010/2011 Renewal Notice mailed out to all existing businesses*
- Received notification of Corrigin CRC increase in 'Operational Funding' to \$50,000pa

7. Contract Renewals

- ATO:12 month Service Provision Contract - \$1,730pa
- Centrelink: 12 month Service Provision - \$4,055pa
- Dept. of Veterans' Affairs: 12 month Service Provision - \$550

8. Equipment:

- Lotterywest Funding \$20,000: *Ordered new computers Public x 9; Admin x 1 - Awaiting delivery*
- CRC Video Conferencing Equipment Funding \$3,500: *Ordered new Flat Screen TV x 1; Laptop x 1 - Awaiting delivery.*
- CRC Rebranding Funding \$5,000: *Approved proofs for rebranded CRC Stationery and Signage incorporating new 'Corrigin Community Resource Centre' Logo - Awaiting delivery*

9. Resource Centre Monthly Usage: June 2010

CUSTOMERS ACCESSING FEE FOR SERVICE & SALES			
COMPUTER ROOM		HIRE	
Internet Use	35	Room Hire Payments	1
Computer Use	5	Data Projector Hire	-
Wireless Hotspot	-	Laptop Hire	-
<b>SERVICES</b>		Folding Machine Hire	-
B&W Printing / Photocopies	40	Portable Projector Screen Hire	-
Colour Printing / Photocopies	5	White Boards	-
Photo Printing	9	Portable Pin-Up Board	-
Laminating	3	Engraver	-
Faxing	32	NLIS Wand	-
Binding	2	<b>SALES</b>	
Secretarial Services	5	Phonebook Sales	33
Scanning	1	Bird Book Sales	-
Desktop Publishing	-	Map Book Sales	-
Westlink Broadcast (View / Record)	-	Corrigin Book Sales	-
Computer Training (one-on-one)	1	Shire of Corrigin Polo Shirt Sales	1
Phone Calls	1	CD Sales	-
<b>FEES</b>		Corrigin Post Card Sales	1
Resource Centre 2010 Membership	1	Corrigin Wrapping Paper Sales	-

Minutes of the Ordinary Meeting of Council held in the Shire of Corrigin Council Chambers on  
Tuesday 20 July 2010

Corrigin Movie Club	10		
Courses	-		
<b>OTHER</b>		<b>OTHER</b>	
CD Burning	1		
<u>Monthly People through the Door</u> : <b>185</b>			
<b>CUSTOMERS ACCESSING RESOURCE CENTRE SERVICES</b>			
Phonebook - Enquiries	7	Dept. of Veterans' Affairs	3
Centrelink	72	Course & Educational Enquires	11
Tourism	30	General Enquiries	112
Conferences/Training/Meetings	62	Corrigin Toy Library	23
Broadband for Seniors (BBS)	22	Westlink Broadcast (Viewing)	-
Exam Supervisions	5	ATO	-
Medicare	7		
<sup>31</sup> <u>Monthly People through the Door</u> : <b>354</b>			

**TOTAL: 539** (Paying Customers and Customer Services provided)

Paying Customers and Customer Services Yearly Comparison

	JUL	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	YEAR TOTAL
<b>2008-09</b>	479	444	581	532	501	411	417	501	575	525	543	651	<b>6,160</b>
<b>2009-10</b>	629	682	626	757	590	727	421	623	715	529	491	539	<b>7,329</b>

**OFFICER'S RECOMMENDATION**

*That Council receives the Corrigin Community Resource Centre's Report.*

**COUNCIL RESOLUTION**

**(7569) Moved Crs – Bushell and Talbot**

*That Council receives the Corrigin Community Resource Centre's Report.*

**Carried 9/0**



### 10.1.2 ACCOUNTS FOR PAYMENT – JUNE 2010

Applicant: Shire of Corrigin Location: Shire of Corrigin Date: 13 July 2010 Reporting Officer: Karen Dickinson, Finance Officer Disclosure of Interest: No interest to disclose File Number: FM 0036
---

#### **BACKGROUND**

This information is provided to Council on a monthly basis in accordance with provisions of the Local Government Act 1995 and Local Government (Financial Management) Regulations 1996. A Local Government is to develop procedures for the authorisation of, and payment of, accounts to ensure that there is effective security for, which money or other benefits may be obtained.

#### **COMMENT**

The cheques and EFT payments that have been raised for the Council meeting and also during the month of June 2010 are attached.

After payment of the following cheques and EFT payments, the balance of creditors will be \$NIL

#### **STATUTORY ENVIRONMENT**

Local Government (Financial Management) Regulations

#### **POLICY IMPLICATIONS**

There are no direct policy implications in relation to this item.

#### **FINANCIAL IMPLICATIONS**

Expenditure in accordance with the 2009/2010 Annual Budget.

#### **VOTING REQUIREMENT**

Simple Majority

#### **OFFICER'S RECOMMENDATION**

*That Council endorse vouchers 19201 to 19207, and EFT Payments in the Municipal Fund, totalling \$160,833.86 and Cheque and EFT Payments in the Trust fund totalling \$365.15 and EFT Payments in the Licensing account totaling \$63,367.80*

#### **COUNCIL RESOLUTION**

**(7570) Moved Crs – Bolt and Talbot**

***That Council endorses vouchers 19201 to 19207, and EFT Payments in the Municipal Fund, totalling \$160,833.86 and Cheque and EFT Payments in the Trust fund totalling \$365.15 and EFT Payments in the Licensing account totaling \$63,367.80***

**Carried 9/0**

### 10.1.3 MONTHLY FINANCIAL REPORT - JUNE

Applicant: Shire of Corrigin Location: Shire of Corrigin Date: 12 July 2010 Reporting Officer: Taryn Dayman, Deputy Chief Executive Officer Disclosure of Interest: No interest to disclose File Number: FM 0036
---

#### **BACKGROUND**

The Local Government (Financial Management) Regulation 34 states that a local government must prepare a statement of financial activity reporting on the sources and applications of funds, as set out in the annual budget for the month.

Variances between budgeted and actual expenditure including the required Material Variances (10% with a minimum value of \$10,000 are included in the variance report.

#### **COMMENT**

A variance report is included with the monthly financial statements.

#### **STATUTORY ENVIRONMENT**

Local Government (Financial Management) Regulations 1996.

#### **POLICY IMPLICATIONS**

There are no direct policy implications in relation to this item.

#### **FINANCIAL IMPLICATIONS**

Monthly Statement of Financial Activity.

#### **VOTING REQUIREMENT**

Simple Majority

#### **OFFICER'S RECOMMENDATION**

*That Council adopts the Statement of Financial Activity for the month ending 30 June 2010, as presented, and note any material variances.*

#### **COUNCIL RESOLUTION**

**(7571) Moved Crs – Bolt and Szczecinski**

***That Council adopts the Statement of Financial Activity for the month ending 30 June 2010, as presented, and note any material variances.***

***Carried 9/0***

**OFFICER'S RECOMMENDATION**

*That Council closes the meeting to the public to consider the following items regarding the Chief Executive Officer Salary and Contract review.*

**COUNCIL RESOLUTION**

**(7572) Moved Crs – Szczecinski and Talbot**

*That Council closes the meeting to the public to consider the following items regarding the Chief Executive Officer Salary and Contract review.*

**Carried 9/0**

Taryn Dayman and Anita Stone left the meeting at 3.15pm.

**10.1.4 CHIEF EXECUTIVE OFFICER SALARY REVIEW**

Applicant:	Shire of Corrigin
Location:	Shire of Corrigin
Date:	7 July 2010
Reporting Officer:	Julian Murphy, Chief Executive Officer
Disclosure of Interest:	Financial Interest – matters affecting the employment of the CEO
File Number:	MURP J

**REASON FOR CONFIDENTIALITY**

The Chief Executive Officer's Report is confidential in accordance with section 5.23(2)(a) of the Local Government Act because it deals with matters affecting an employee of Council. The Chief Executive Officer's Report has been provided to Council under separate cover.

**VOTING REQUIREMENT**

Simple Majority

**OFFICER'S RECOMMENDATION**

*That Council authorises an increase in the Chief Executive Officer's salary in accordance with the confidential report of the Chief Executive Officer.*

**COUNCIL RESOLUTION**

**(7573) Moved Crs – Downing and Bushell**

*That Council authorises an increase in the Chief Executive Officer's salary in accordance with the confidential report of the Chief Executive Officer.*

**Carried 9/0**

**Confidential Report**

**10.1.5 CHIEF EXECUTIVE OFFICER – CONTRACT OF EMPLOYMENT**

Applicant: Julian Murphy Location: Shire of Corrigin Date: 13 July 2010 Reporting Officer: Julian Murphy, Chief Executive Officer Disclosure of Interest: Financial Interest - Matters affecting the employment of the CEO File Number: MURP J
--

**REASON FOR CONFIDENTIALITY**

The Chief Executive Officer's Report is confidential in accordance with section 5.23(2)(a) of the Local Government Act because it deals with matters affecting an employee of Council. The Chief Executive Officer's Report has been provided to Council under separate cover.

**VOTING REQUIREMENT**

Simple Majority

**OFFICER'S RECOMMENDATION**

*That Council enters into discussions with Mr Julian Murphy regarding his appointment as Chief Executive Officer for a further term with a view to finalising discussions no later than 18 September 2010.*

**COUNCIL RESOLUTION**

**(7574) Moved Crs – Bushell and Hickey**

***That Council:***

- 1. Appoints Mr Julian Murphy as Chief Executive Officer for a further two year term commencing on 19 June 2011 in accordance with the proposed Contract of Employment; and***
- 2. Authorises the President and Chief Executive Officer to affix the common seal to the new Contract of Employment.***

***Carried 9/0***

**REASON FOR DECISION**

As both parties to the contract were in agreement, Council resolved to reappoint the CEO for a further two year period.

**COUNCIL RESOLUTION**

**(7575) Moved Crs – Szczecinski and Bowles**

***That Council re-open the meeting to the public.***

***Carried 9/0***

Taryn Dayman and Anita Stone re-entered the meeting at 3.20pm.

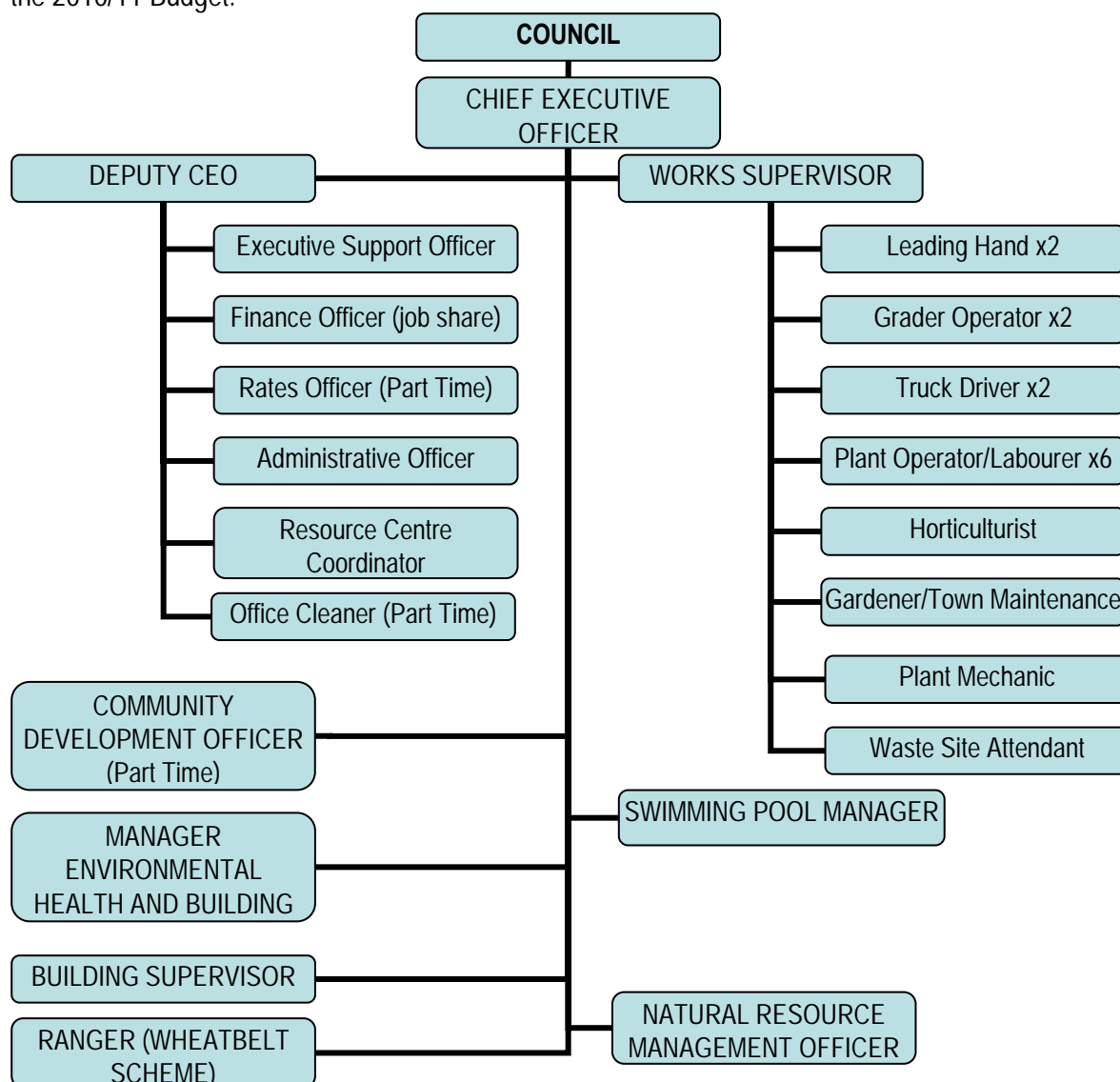
### 10.1.6 ORGANISATIONAL STRUCTURE

Applicant: Shire of Corrigin  
Location: Shire of Corrigin  
Date: 15 July 2010  
Reporting Officer: Julian Murphy, Chief Executive Officer  
Disclosure of Interest: No interest to disclose  
File Number: PER 0020

#### BACKGROUND

Section 5.36 of the Local Government Act 1995 provides that a local government is to employ the number of persons that it believes is necessary to carry out the functions of the council. All permanent positions require Council's endorsement before they are established.

The following Organisational Structure reflects the current staffing arrangements provided for in the 2010/11 Budget.



**COMMENT**

The Organisational Structure provides for 28 full time equivalent staff positions (FTE) along with services from the Wheatbelt Ranger Scheme.

**STATUTORY ENVIRONMENT**

Local Government Act 1995, section 5.36 Local government employees.

**POLICY IMPLICATIONS**

Council does not have a policy on this matter.

**FINANCIAL IMPLICATIONS**

Costs associated with employees from current and future budgets.

**VOTING REQUIREMENT**

Simple Majority

**OFFICER'S RECOMMENDATION**

*That Council endorses the organisational structure as proposed.*

**COUNCIL RESOLUTION**

**(7576) Moved Crs – Bolt and Bowles**

***That Council endorses the organisational structure as proposed.***

***Carried 9/0***

#### **10.1.7 ADOPTION OF MATERIAL VARIANCE**

Applicant: Shire of Corrigin Location: Shire of Corrigin Date: 14 July 2010 Reporting Officer: Taryn, Dayman, Deputy Chief Executive Officer Disclosure of Interest: No interest to disclose File Number: FM 0026
--

#### **BACKGROUND**

In accordance to regulation 34(5) of the Local Government (Financial Management) regulations, Each financial year, a local government is to adopt a percentage or value, calculated in accordance with AAS5, to be used in statements of financial activity for reporting material variances.

Previously Council has adopted a percentage value of 10% with a minimum value of \$10,000.

#### **COMMENT**

It is recommended that Council adopt a percentage Value of 10% and with the minimum value of \$10,000.

#### **STATUTORY ENVIRONMENT**

Local Government (Financial Management) Regulation 34(5)

#### **POLICY IMPLICATIONS**

There are no direct policy implications in relation to this item.

#### **FINANCIAL IMPLICATIONS**

There are no direct financial implications in relation to this item.

#### **STRATEGIC IMPLICATIONS**

There are no direct strategic implications in relation to this item.

#### **VOTING REQUIREMENT**

Simple Majority

#### **OFFICER'S RECOMMENDATION**

*That Council adopt a percentage value of 10% with a minimum value of \$10,000 that is considered to be a material variance as per regulation 34(5) of the Local Government (Financial Management) Regulations.*

**COUNCIL RESOLUTION**

**(7577) Moved Crs – Hickey and Szczecinski**

***That Council adopt a percentage value of 10% with a minimum value of \$10,000 that is considered to be a material variance as per regulation 34(5) of the Local Government (Financial Management) Regulations.***

***Carried 9/0***



Cr Bushell declared a financial interest and left the meeting at 4.15pm.

#### **10.1.8 RATE PAYMENT INCENTIVE**

Applicant: Shire of Corrigin Location: Shire of Corrigin Date: 14 July 2010 Reporting Officer: Taryn, Dayman, Deputy Chief Executive Officer Disclosure of Interest: No interest to disclose File Number: FM 0026
--

#### **BACKGROUND**

The Local Government Act 1995, section 6.46, allows a local government to grant a discount or other incentive for the early payment of any rate or service charge.

#### **COMMENT**

Last financial year Council has offered rate payers who elect payment option 1 (full payment) a 7.5% discount, as well as being entitled to enter the rate incentive prize draw. In 2009/2010 Council granted discounts to ratepayers totaling \$104,399.

In order to achieve a balance budget Council needs to consider reducing the discount applicable from 7.5% to 5%. If the discount take up is similar to 2009/2010 (87%), the discounts granted this year will be approximately \$72,114.

Council has sought support from Local Business and has received a positive response, with a number of businesses donating \$100.00 gift voucher. As in previous years, this donation is matched by Council, increase the value of each voucher to \$200.00

#### **STATUTORY ENVIRONMENT**

Local Government Act 1995, section 6.46.

#### **POLICY IMPLICATIONS**

Council's Policy 3.1.4 allows for the discount to be paid by the close of business on the due date.

#### **FINANCIAL IMPLICATIONS**

Reduction in rate revenue, with the 5% discount anticipated to cost Council in approximately \$72,114.

Cost of providing matching \$100 vouchers for the rate incentive prize.

Early recovery of rates which enables Council to generate increased revenue from bank interest on rate revenue invested.

#### **STRATEGIC IMPLICATIONS**

There are no direct strategic implications in relation to this item

## **VOTING REQUIREMENT**

Absolute Majority

## **OFFICER'S RECOMMENDATION**

*That Council:*

1. *Grants a 5% discount for rates paid in full by the due date (Option 1);*
2. *Offer a \$100 voucher to match those businesses who also offer a \$100 voucher as a rate payment incentive prize; and*
3. *Grants rate payers who pay all rates in full by the due date (option 1) entitlement to enter the rate incentive prize draw.*

## **COUNCIL RESOLUTION**

**(7578) Moved Crs – Szczecinski and Talbot**

*That Council:*

1. ***Grants a 5% discount for rates paid in full by the due date (Option 1);***
2. ***Offer a \$100 voucher to match those businesses who also offer a \$100 voucher as a rate payment incentive prize; and***
3. ***Grants rate payers who pay all rates in full by the due date (option 1) entitlement to enter the rate incentive prize draw.***

***Carried by an absolute majority 8/0***

Cr Bushell re-joined the meeting at 4.16pm.

#### **10.1.9 FEES & CHARGES**

Applicant: Shire of Corrigin Location: Shire of Corrigin Date: 14 July 2010 Reporting Officer: Taryn, Dayman, Deputy Chief Executive Officer Disclosure of Interest: No interest to disclose File Number: FM 0026
--

#### **BACKGROUND**

In accordance with the Local Government Act 1995, section 6.16, a local government may impose a fee or charge for any goods or services that it provides.

A Schedule of Fees and Charges is included in the 2010/2011 budget.

#### **COMMENT**

The current fees and charges have been reviewed to ensure cost recovery. Fees & Charges that have been changed from 2009/2010 have been highlighted for Council's consideration.

It is recommended that Council adopt the Schedule of Fees and Charges as proposed in the 2010/2011 Annual Budget.

#### **STATUTORY ENVIRONMENT**

Local Government Act 1995, section 6.16.

#### **POLICY IMPLICATIONS**

There are no direct policy implications in relation to this item.

#### **FINANCIAL IMPLICATIONS**

Income derived from fees and charges in the 2010/2011 annual budget.

#### **STRATEGIC IMPLICATIONS**

There are no direct strategic implications in relation to this item.

#### **VOTING REQUIREMENT**

Absolute Majority

#### **OFFICER'S RECOMMENDATION**

*That Council adopts the Schedule of Fees and Charges as detailed for 2010/2011.*

#### **COUNCIL RESOLUTION**

**(7579) Moved Crs – Hickey and Bowles**

***That Council adopts the Schedule of Fees and Charges as detailed for 2010/2011.***

***Carried by an absolute majority 9/0***

### **10.1.10 COUNCILLOR ALLOWANCES**

Applicant: Shire of Corrigin Location: Shire of Corrigin Date: 14 July 2010 Reporting Officer: Taryn, Dayman, Deputy Chief Executive Officer Disclosure of Interest: No interest to disclose File Number: FM 0026
--

#### **BACKGROUND**

In accordance with section 5.59 of the Local Government Act 1995 and section 34(1) of the Local Government (Administration) Regulations 1996, a local government may decide to pay Council members an annual attendance fee within the range of \$2,400 to \$7,000.

In accordance with section 5.98(5) of the Local Government Act 1995 and section 33 of the Local Government (Administration) Regulations 1996, the President is entitled to a Presidential Allowance within the range of \$600 to \$12,000 or 0.002 of the local governments operating revenue, not exceeding \$60,000.

In Accordance with section 5.58A of the Local Government Act 1995 and section 33A of the Local Government (Administration) Regulations 1996, a local government may decide to pay the deputy president of the local government an allowance of up to 25% of the annual local government allowance to which the president is entitled under section 5.98(5)

All of these decisions are by absolute majority.

#### **COMMENT**

Council has previously decided to Council members an annual attendance fee

Annual Councillor Sitting Fee	\$2,400
President Allowance	\$5,000
Deputy President Allowance	\$1,250

#### **STATUTORY ENVIRONMENT**

Local Government Act 1995, Part 5 – Administration  
Local Government (Administration) Regulations 1996

#### **POLICY IMPLICATIONS**

There are no direct policy implications in relation to this item.

#### **FINANCIAL IMPLICATIONS**

Councillors annual sitting fees \$19,200, President annual sitting fees \$6,000.  
President Allowance \$5,000 and Deputy President Allowance \$1,250

#### **STRATEGIC IMPLICATIONS**

There are no direct strategic implications in relation to this item.

**VOTING REQUIREMENT**

Absolute Majority

**OFFICER'S RECOMMENDATION**

*That Council elects to pay Councillors an annual attendance fee and adopts the following Councillors remuneration for 2010/2011:*

<i>Annual Councillor Sitting Fee</i>	<i>\$2,400</i>
<i>President Annual Sitting Fee</i>	<i>\$6,000</i>
<i>President Allowance</i>	<i>\$5,000</i>
<i>Deputy President Allowance</i>	<i>\$1,250</i>

**COUNCIL RESOLUTION**

**(7580) Moved Crs – Bowles and Bolt**

***That Council elects to pay Councillors an annual attendance fee and adopts the following Councillors remuneration for 2010/2011:***

<b><i>Annual Councillor Sitting Fee</i></b>	<b><i>\$2,400</i></b>
<b><i>President Annual Sitting Fee</i></b>	<b><i>\$6,000</i></b>
<b><i>President Allowance</i></b>	<b><i>\$5,000</i></b>
<b><i>Deputy President Allowance</i></b>	<b><i>\$1,250</i></b>

***Carried by an absolute majority 9/0***

#### **10.1.11 INSTALMENT PAYMENT PLAN OPTION – ADDITIONAL CHARGES**

Applicant: Shire of Corrigin Location: Shire of Corrigin Date: 14 July 2010 Reporting Officer: Taryn, Dayman, Deputy Chief Executive Officer Disclosure of Interest: No interest to disclose File Number: FM 0026
--

#### **BACKGROUND**

In accordance with the Local Government Act 1995, section 6.45(3), a local government may impose an additional charge (including an amount by way of interest) where payment of a rate or service charge is made by instalments.

The maximum amount of interest that may be imposed is 5.5%.

#### **COMMENT**

It is recommended that Council impose an additional charge of \$10 per instalment notice and a 5.5% interest charge for all rates assessments paid by the instalment option.

#### **STATUTORY ENVIRONMENT**

Local Government Act 1995, section 6.45 – Options for payment of rates or service charges.

#### **POLICY IMPLICATIONS**

There are no direct policy implications in relation to this item.

#### **FINANCIAL IMPLICATIONS**

Recovery of administrative costs of rates and service charges paid by instalments.

#### **STRATEGIC IMPLICATIONS**

There are no direct strategic implications in relation to this item.

#### **VOTING REQUIREMENT**

Absolute Majority

#### **OFFICER'S RECOMMENDATION**

*That Council imposes an additional charge of \$10 per instalment notice and 5.5% interest rate where payment of rates is made by instalments.*

#### **COUNCIL RESOLUTION**

**(7581) Moved Crs – Bowles and Bolt**

***That Council imposes an additional charge of \$10 per instalment notice and 5.5% interest rate where payment of rates is made by instalments.***

***Carried by an absolute majority9/0***

#### **10.1.12 RATES AND CHARGES PAYMENT OPTIONS 2010/2011**

Applicant: Shire of Corrigin Location: Shire of Corrigin Date: 14 July 2010 Reporting Officer: Taryn, Dayman, Deputy Chief Executive Officer Disclosure of Interest: No interest to disclose File Number: FM 0026
--

#### **BACKGROUND**

The Local Government Act 1995 provides for the payment of rates and charges imposed by Council, by a single payment or by 4 instalments.

#### **COMMENT**

The following options are proposed for the payment of rates and charges for 2010/11.

##### **Option 1 (Full Payment)**

- Full amount, less any entitled discount, of rates and charges including arrears to be paid on or before 35 days after the date of service appearing on the rate notice. Granting a 5% discount on this option.

##### **Option 2 (4 Instalments)**

- First instalment can be received on or before 35 days after the date of service appearing on the rate notice. This option is only allowed if all arrears (including accrued interest) are included in the first instalment.
- Second instalment to be made on or before 95 days after the date of service appearing on the rate notice.
- Third instalment to be made on or before 155 days after the date of service appearing on the rate notice.
- Fourth instalment to be made on or before 215 days after the date of service appearing on the rate notice.

#### **STATUTORY ENVIRONMENT**

Local Government Act 1995, section 6.45 – Options for payment of rates or service charges.

#### **POLICY IMPLICATIONS**

Council's Policy 3.1.4 allows for the discount to be paid by the close of business on the due date.

#### **FINANCIAL IMPLICATIONS**

Rate revenue 2010/2011 Annual Budget

#### **STRATEGIC IMPLICATIONS**

There are no direct strategic implications in relation to this item.

## **VOTING REQUIREMENT**

Absolute Majority

## **OFFICER'S RECOMMENDATION**

*That Council adopts the following options for the payment of rates and charges for 2010/11:*

### *Option 1 (Full Payment)*

- *Full amount, less any entitled discount, of rates and charges including arrears to be paid on or before 35 days after the date of service appearing on the rate notice. Granting a 5% discount on this option.*

### *Option 2 (4 Instalments)*

- *First instalment can be received on or before 35 days after the date of service appearing on the rate notice. This option is only allowed if all arrears (including accrued interest) is included in the first instalment.*
- *Second instalment to be made on or before 95 days after the date of service appearing on the first rate notice.*
- *Third instalment to be made on or before 155 days after the date of service appearing on the rate first notice.*
- *Fourth instalment to be made on or before 215 days after the date of service appearing on the first rate notice.*

## **COUNCIL RESOLUTION**

**(7582) Moved Crs – Downing and Talbot**

***That Council adopts the following options for the payment of rates and charges for 2010/11:***

### ***Option 1 (Full Payment)***

- ***Full amount, less any entitled discount, of rates and charges including arrears to be paid on or before 35 days after the date of service appearing on the rate notice. Granting a 5% discount on this option.***

### ***Option 2 (4 Instalments)***

- ***First instalment can be received on or before 35 days after the date of service appearing on the rate notice. This option is only allowed if all arrears (including accrued interest) is included in the first instalment.***
- ***Second instalment to be made on or before 95 days after the date of service appearing on the first rate notice.***
- ***Third instalment to be made on or before 155 days after the date of service appearing on the rate first notice.***
- ***Fourth instalment to be made on or before 215 days after the date of service appearing on the first rate notice.***

***Carried by an absolute majority 9/0***



### **10.1.13 PENALTY INTEREST ON OVERDUE RATES**

Applicant: Shire of Corrigin Location: Shire of Corrigin Date: 14 July 2010 Reporting Officer: Taryn, Dayman, Deputy Chief Executive Officer Disclosure of Interest: No interest to disclose File Number: FM 0026
--

#### **BACKGROUND**

A local government may at the time of imposing a rate or service charge resolve by absolute majority to impose interest on a rate or service charge that remains unpaid after it is due.

The maximum amount of interest that may be imposed is 11%.

#### **COMMENT**

It is recommended that Council impose 11% interest on unpaid rates and service charges for 2010/11.

#### **STATUTORY ENVIRONMENT**

Local Government Act 1995, section 6.51 – Interest on overdue rates or service charges.

#### **POLICY IMPLICATIONS**

Council does not have a policy in relation to this matter.

#### **FINANCIAL IMPLICATIONS**

Recovery of administrative costs or unpaid rates and service charges.

#### **STRATEGIC IMPLICATIONS**

There are no direct strategic implications in relation to this item.

#### **VOTING REQUIREMENT**

Absolute Majority

#### **OFFICER'S RECOMMENDATION**

*That Council imposes penalty interest at the rate of 11% for all rates and charges that remain unpaid after the due date.*

#### **COUNCIL RESOLUTION**

**(7583) Moved Crs – Hickey and Johnson**

***That Council imposes penalty interest at the rate of 11% for all rates and charges that remain unpaid after the due date.***

***Carried by an absolute majority 9/0***

#### **10.1.14 REFUSE COLLECTION AND DISPOSAL CHARGES 2010/2011**

Applicant: Shire of Corrigin Location: Shire of Corrigin Date: 14 July 2010 Reporting Officer: Taryn, Dayman, Deputy Chief Executive Officer Disclosure of Interest: No interest to disclose File Number: FM 0026
--

#### **BACKGROUND**

In accordance with section 106 of the Health Act 1911, a local government may impose an annual fee for the collection and disposal of refuse.

#### **COMMENT**

The Shires of Corrigin, Kondinin, Kulin and Narembeen have established a partnership to jointly contract waste services on a regional basis. The agreement includes the establishment of kerbside recycling services, local waste transfer stations in each of the significant towns in the region and a regional waste disposal site.

There has been an increase in the cost of the contract for rubbish removal and disposal. The amount of the charge for collection and disposal of rubbish is calculated on the recovery costs to Council of providing the services.

A review of all rubbish services has been completed taking into account increased costs for 2010/2011. To make the recovery equitable and to encourage recycling, the following annual charges are recommended:

Domestic Rubbish Service - 1 <sup>st</sup> Service.....	\$240.00
(includes 120L Bin + 240L Recycling Bin)	
Commercial Rubbish Service - 1 <sup>st</sup> Service.....	\$300.00
(Includes 240L Bin + 240L Recycling Bin)	
Domestic/Commercial Rubbish Service – 2 <sup>nd</sup> Service	
-For a 2 <sup>nd</sup> 120L Waste Bin.....	\$190.00
-For a 2 <sup>nd</sup> 240L Waste Bin.....	\$250.00
Extra Recycle service – 240L Recycling Bin.....	\$120.00
Eligible Pensioner Discount on Domestic Rubbish Service (25%).-	\$ 60.00

#### **STATUTORY ENVIRONMENT**

Health Act 1911

#### **POLICY IMPLICATIONS**

Council policy 3.1.6 relates to the discount allowed on Rubbish Service Charges for eligible pensioners.

#### **FINANCIAL IMPLICATIONS**

Recovery of costs of providing domestic and commercial rubbish collection service.

### **STRATEGIC IMPLICATIONS**

There are no direct strategic implications in relation to this item.

### **VOTING REQUIREMENT**

Absolute Majority

### **OFFICER'S RECOMMENDATION**

*That Council, in accordance with section 106 of the Health Act 1911, impose the following charges for 2010/2011 for the collection and disposal of refuse.*

<i>Domestic Rubbish Service - 1<sup>st</sup> Service.....</i>	<i>\$240.00</i>
<i>(includes 120L Bin + 240L Recycling Bin)</i>	
<i>Commercial Rubbish Service - 1<sup>st</sup> Service.....</i>	<i>\$300.00</i>
<i>(Includes 240L Bin + 240L Recycling Bin)</i>	
<i>Domestic/Commercial Rubbish Service – 2<sup>nd</sup> Service</i>	
<i>-For a 2<sup>nd</sup> 120L Waste Bin.....</i>	<i>\$190.00</i>
<i>-For a 2<sup>nd</sup> 240L Waste Bin.....</i>	<i>\$250.00</i>
<i>Extra Recycle service – 240L Recycling Bin.....</i>	<i>\$120.00</i>
<i>Eligible Pensioner Discount on Domestic Rubbish Service (25%).-</i>	<i>\$ 60.00</i>

### **Moved Crs – Bolt**

*That Council, in accordance with section 106 of the Health Act 1911, impose the following charges for 2010/2011 for the collection and disposal of refuse.*

<i>Domestic Rubbish Service - 1<sup>st</sup> Service.....</i>	<i>\$240.00</i>
<i>(includes 120L Bin + 240L Recycling Bin)</i>	
<i>Commercial Rubbish Service - 1<sup>st</sup> Service.....</i>	<i>\$300.00</i>
<i>(Includes 240L Bin + 240L Recycling Bin)</i>	
<i>Domestic/Commercial Rubbish Service – 2<sup>nd</sup> Service</i>	
<i>-For a 2<sup>nd</sup> 120L Waste Bin.....</i>	<i>\$190.00</i>
<i>-For a 2<sup>nd</sup> 240L Waste Bin.....</i>	<i>\$250.00</i>
<i>Extra Recycle service – 240L Recycling Bin.....</i>	<i>\$120.00</i>
<i>Eligible Pensioner Discount on Domestic Rubbish Service (25%).</i>	<i>\$ 60.00</i>

The motion lapsed for want of a seconder.

**COUNCIL RESOLUTION**

**(7584) Moved Crs – Bowles and Johnson**

***That Council, in accordance with section 106 of the Health Act 1911, imposes the following charges for 2010/2011 for the collection and disposal of refuse.***

<b><i>Domestic Rubbish Service – 1<sup>st</sup> Service.....</i></b>	<b><i>\$245.00</i></b>
<b><i>(includes 120L Bin + 240L Recycling Bin)</i></b>	
<b><i>Commercial Rubbish Service – 1<sup>st</sup> Service.....</i></b>	<b><i>\$305.00</i></b>
<b><i>(Includes 240L Bin + 240L Recycling Bin)</i></b>	
<b><i>Domestic/Commercial Rubbish Service – 2<sup>nd</sup> Service</i></b>	
<b><i>-For a 2<sup>nd</sup> 120L Waste Bin.....</i></b>	<b><i>\$195.00</i></b>
<b><i>-For a 2<sup>nd</sup> 240L Waste Bin.....</i></b>	<b><i>\$255.00</i></b>
<b><i>Extra Recycle service – 240L Recycling Bin.....</i></b>	<b><i>\$125.00</i></b>
<b><i>Eligible Pensioner Discount on Domestic Rubbish Service (25%).</i></b>	<b><i>\$ 61.25</i></b>

***Carried by an absolute majority 8/1***

**REASON FOR DECISION**

Council decided to increase the rubbish charges to ensure that a greater proportion of the cost of providing rubbish collection services was recovered from consumers.

#### **10.1.15 ADOPTION OF RATES**

Applicant: Shire of Corrigin Location: Shire of Corrigin Date: 14 July 2010 Reporting Officer: Taryn, Dayman, Deputy Chief Executive Officer Disclosure of Interest: No interest to disclose File Number: FM 0026
--

#### **BACKGROUND**

The Local Government Act 1995, section 6.32 allows a local government to impose a general rate on rateable land within its district in order to make up the budget deficient.

#### **COMMENT**

The 2010/2011 annual budget has been prepared on the basis of a 4% rate increase.

The following rates are proposed for 2010/2011:

##### General Rates

Gross Rental Value	\$0.082310
Unimproved Value	\$0.010121

##### Minimum Rates

GRV - Corrigin	\$325.00	Per Assessment
GRV - Other	\$150.00	Per Assessment
UV	\$325.00	Per Assessment

#### **STATUTORY ENVIRONMENT**

Local Government Act 1995, Part 6 – Financial Management.

#### **POLICY IMPLICATIONS**

There are no direct policy implications in relation to this item.

#### **FINANCIAL IMPLICATIONS**

Revenue from rates 2010/11 Annual Budget.

#### **STRATEGIC IMPLICATIONS**

There are no direct strategic implications in relation to this item.

#### **VOTING REQUIREMENT**

Absolute Majority

#### **OFFICER'S RECOMMENDATION**

*That Council adopts the following rates to be imposed on rateable property for 2010/11:*

*General Rates*

*Gross Rental Value      \$0.082310*

*Unimproved Value      \$0.010121*

*Minimum Rates*

*GRV - Corrigin      \$325.00      Per Assessment*

*GRV – Other      \$150.00      Per Assessment*

*UV      \$325.00      Per Assessment*

#### **COUNCIL RESOLUTION**

**(7585) Moved Crs – Bolt and Talbot**

*That Council adopts the following rates to be imposed on rateable property for 2010/11:*

*General Rates*

*Gross Rental Value      \$0.0834*

*Unimproved Value      \$0.0188*

*Minimum Rates*

*GRV - Corrigin      \$325.00      Per Assessment*

*GRV – Other      \$150.00      Per Assessment*

*UV      \$325.00      Per Assessment*

***Carried by an absolute majority 9/0***

#### **REASON FOR DECISION**

Council raised rates by 5%, an additional 1% increase than that recommended by staff, to reduce the amount needed from cash backed reserves to balance the budget.

#### **10.1.16 ADOPTION OF ANNUAL BUDGET 2010/2011**

Applicant: Shire of Corrigin Location: Shire of Corrigin Date: 14 July 2010 Reporting Officer: Taryn, Dayman, Deputy Chief Executive Officer Disclosure of Interest: No interest to disclose File Number: FM 0026
--

#### **BACKGROUND**

The Local Government Act 1995, section 6.2 requires a Local Government to prepare and adopt a budget before 31 August.

A copy of the proposed 2010/2011 Annual Budget has been provided to Councillors

#### **COMMENT**

The draft budget was presented to Councillors and reviewed at budget workshop on 8 July 2010, and amendments included in the final draft.

#### **STATUTORY ENVIRONMENT**

The Local Government Act 1995, section 6.2 – Local Government is to prepare annual budget.

#### **POLICY IMPLICATIONS**

Council policy 3.1.1 provides that every effort is to be made to adopt the budget prior to 31 July each year.

#### **FINANCIAL IMPLICATIONS**

Budget of estimated income and expenditure for the 2010/2011 financial year.

#### **STRATEGIC IMPLICATIONS**

The 2010/2011 budget has prepared with regards to the contents of the Shire of Corrigin's Plan for the future.

#### **VOTING REQUIREMENT**

Absolute Majority

#### **OFFICER'S RECOMMENDATION**

*That Council adopts the 2010/2011 Annual Budget as proposed.*

Cr Szczecinski declared a financial interest in the portion of the annual budget relating to library services and left the meeting at 4.25pm.

#### **(7586) Moved Crs – Bolt and Talbot**

***That Council adopts the portion of the 2010/2011 Annual Budget relating to expenditure for the Corrigin Library Services.***

***Carried by an absolute majority 8/0***

Cr Szczecinski joined the meeting at 4.27pm.

Cr Bolt declared a financial interest in the portion of the annual budget relating to Wogerlin Road and left the meeting at 4.27pm.

**(7587) Moved Crs – Hickey and Bowles**

***That Council adopts the portion of the 2010/2011 Annual Budget relating to expenditure for capital works on Wogerlin Road.***

***Carried by an absolute majority 8/0***

Cr Bolt re-joined the meeting at 4.28pm.

Cr Hickey declared a financial interest in the portion of the annual budget relating to Parsons Road and left the meeting at 4.28pm.

**(7588) Moved Crs – Talbot and Bowles**

***That Council adopts the portion of the 2010/2011 Annual Budget relating to expenditure for capital works on Parsons Road.***

***Carried by an absolute majority 8/0***

Cr Hickey re-joined the meeting at 4.29pm.

Cr Bolt declared a financial interest in the portion of the annual budget relating to Bilbarin-Quairading Road and left the meeting at 4.29pm.

**(7589) Moved Crs – Downing and Johnson**

***That Council adopts the portion of the 2010/2011 Annual Budget relating to expenditure for capital works on Bilbarin-Quairading Road***

***Carried by an absolute majority 8/0***

Cr Bolt re-joined the meeting at 4.30pm.

**COUNCIL RESOLUTION**

**(7590) Moved Crs – Bowles and Johnson**

***That Council adopts the remainder of 2010/2011 Annual Budget as proposed.***

***Carried by an absolute majority 9/0***



#### **10.1.17 PROVISION OF SERVICES AND FACILITIES**

Applicant: Shire of Corrigin Location: Shire of Corrigin Date: 14 July 2010 Reporting Officer: Taryn, Dayman, Deputy Chief Executive Officer Disclosure of Interest: No interest to disclose File Number: FM 0026
--

#### **BACKGROUND**

Section 3.18(3) of the Local Government Act 1995 requires Council to satisfy itself that the services and facilities that it provides:

- a) Integrate and coordinate, so far as practicable, with any provided by the commonwealth, the state or any public body;
- b) Do not duplicate, to an extent that Council considers inappropriate, services or facilities provided by the commonwealth, the state or any other body or person, whether public or private; and
- c) Are managed efficiently and effectively.

#### **COMMENT**

The 2009/10 Budget has been prepared on the basis that the services and facilities provided for in each of the program schedules comply, to Council's satisfaction, with the requirements of section 3.18(3) of the Local Government Act 1995.

#### **STATUTORY ENVIRONMENT**

Local Government Act 1995, Section 3.18(3)

#### **POLICY IMPLICATIONS**

There are no direct policy implications in relation to this item.

#### **FINANCIAL IMPLICATIONS**

Budget of estimated income and expenditure for 2010/11 financial year.

#### **STRATEGIC IMPLICATIONS**

There are no direct strategic implications in relation to this item.

#### **VOTING REQUIREMENT**

Simple Majority

#### **OFFICER'S RECOMMENDATION**

*That Council determines that the provision of services and facilities provided for in the 2010/11 Budget comply, to its satisfaction, with the requirements of section 3.18(3) of the Local Government Act 1995.*

**COUNCIL RESOLUTION**

**(7591) Moved Crs – Johnson and Downing**

***That Council determines that the provision of services and facilities provided for in the 2010/11 Budget comply, to its satisfaction, with the requirements of section 3.18(3) of the Local Government Act 1995.***

***Carried 9/0***

#### **10.1.18 DELEGATION OF POWERS & DUTIES TO THE CEO**

Applicant: Shire of Corrigin Location: Shire of Corrigin Date: 15 July 2010 Reporting Officer: Julian Murphy, Chief Executive Officer Disclosure of Interest: No interest to disclose File Number: GOV 0001
--

#### **BACKGROUND**

In accordance with the Local Government Act 1995, a local government is able to delegate some of its powers and duties to the Chief Executive Officer. The Chief Executive Officer may also delegate to other employees.

#### **COMMENT**

These delegations are required to be reviewed once each financial year. The CEO has undertaken a review of the current delegations. The current delegations are considered appropriate. A copy of the Register of Delegations is attached.

#### **STATUTORY ENVIRONMENT**

Local Government Act 1995, section 5.42 Delegation of powers and duties to the CEO

#### **POLICY IMPLICATIONS**

Council does not have a policy on this matter.

#### **FINANCIAL IMPLICATIONS**

There are no direct financial implications for Council.

#### **VOTING REQUIREMENT**

Absolute Majority

#### **OFFICER'S RECOMMENDATION**

*That Council adopts the delegations of powers and duties to the Chief Executive Officer within the Delegations Register as proposed.*

#### **COUNCIL RESOLUTION**

**(7592) Moved Crs – Bushell and Bowles**

***That Council adopts the delegations of powers and duties to the Chief Executive Officer within the Delegations Register as proposed.***

***Carried 9/0***

Cr Szczecinski & Cr Downing left the meeting at 4.33pm.

Cr Szczecinski & the EHO, Frank Buise joined the meeting at 4.34pm.

## **10.2 Health Building & Planning Reports**

### **10.2.1 MEHBS – INFORMATION UPDATE**

Applicant: Shire of Corrigin Location: Whole of Shire Date: 9 July 2010 Reporting Officer: Frank Buise, MEHBS Disclosure of Interest: No Interest to Disclose File Number: CM 0007
---

#### **BACKGROUND**

The following is to update councilors on various issues within the Health & Building and Town Planning area.

#### **COMMENT**

The following information is supplied for Council's information:

#### **Building License's Issued Under Delegated Authority**

No building licenses were issued for the period.

#### **Waste Management**

A reasonable amount of time has been taken up with Landfill re-licensing (done every twelve months). The annual reports are now due to be completed. The DEC has requested more information on the Corrigin Landfill site.

#### **Central Wheatbelt Health & Building Managers Regional Group Meeting.**

The regional group meeting will be held in Kalbarri on 30 July 2010. The reason for the location is so that the north west group and the midwest group can also attend. Unfortunately EHO and Building Surveyor numbers have declined rapidly over the past few years. In the next 5 years there will be few left as most are in the same age group.

These regional group meetings are extremely important as they keep us up to date with the vast changes in legislation, and gives us close contact with the relevant government agency, and assist us with the interpretation of legislation.

#### **General**

As usual general advice, building and health inspection work, tip inspections, including complaints, etc have taken place.

#### **STATUTORY ENVIRONMENT**

Various

#### **POLICY IMPLICATIONS**

There are no direct policy implications in relation to this item.

**FINANCIAL IMPLICATIONS**

There are no direct financial implications in relation to this item

**STRATEGIC IMPLICATIONS**

There are no direct strategic implications in relation to this item

**VOTING REQUIREMENT**

Simple Majority

**OFFICER'S RECOMMENDATION**

*That Council receives the EHO information update.*

**COUNCIL RESOLUTION**

**(7593) Moved Crs – Johnson and Bowles**

***That Council receives the EHO information update.***

***Carried 8/0***

Cr Downing re-joined the meeting at 4.35pm.

### **10.2.2 PROPOSED HOME OCCUPATION – FUNERAL SERVICE**

Applicant: John Reynolds Location: Lot 7 Kirkwood St, Corrigin Date: 14 July 2010 Reporting Officer: Frank Buise, MEHBS Disclosure of Interest: No interest to disclose File Number:
---

#### **BACKGROUND**

An application has been received to operate a home based funeral service from the above address as a Home Occupation (application attached). This requires Council's Planning Consent under the provisions of its Town Planning Scheme No. 2 (TPS).

The applicant advises that the only activity within the dwelling will be of an office nature and to arrange telephone contacts with other service providers.

#### **COMMENT**

The zoning of the proposed lot is Residential. Council's TPS lists "Home Occupation" as an "AA" use in its Zoning Table. This means Council has discretionary powers in considering this use. It is not an as of right or "Permissible" use.

The applicant has advised that the business will run from an existing dwelling on the property. The applicant has implied that it will be low impact with reasonable hours. This should be the case if the operation of the business follows this line. The proposed operation does exceed the 20 square metre requirement of the scheme.

It appears that the applicant is the only person that will be involved in conducting the business. While it is not expected that this business will generate significant vehicle movements, it should be made clear, that if Council did approve the application and it grew to a point where it became more like a commercial business it would have to relocate to a more appropriate location. The hours of operation are from 8am to 4pm week days.

This application appears to generally meet the requirements of the listed Home Occupation requirements (see attached) and is certainly a business worth encouraging due to the lack of such a service in town.

This business will be a benefit to the town as there is not any such service available.

#### **STATUTORY ENVIRONMENT**

Town Planning and Development Act 1995 and Council's Town Planning Scheme No. 2.

#### **POLICY IMPLICATIONS**

There are no direct policy implications in relation to this item.

**FINANCIAL IMPLICATIONS**

There are no direct financial implications in relation to this item.

**STRATEGIC IMPLICATIONS**

There are no direct strategic implications in relation to this item.

**VOTING REQUIREMENT**

Simple Majority

**OFFICER'S RECOMMENDATION**

*That Council approves the application for a Home Occupation use at Lot 7, 15 Kirkwood Street, Corrigin for a funeral service as outlined in the application received on 1 July 2010 subject to the following conditions;*

- 1. The planning approval shall be personal to the applicant and shall not be transferred to or assigned to any other person,*
- 2. The planning approval shall be cancelled if there is a change in the occupier of the land in respect of which the planning approval was issued,*
- 3. The person to whom the planning approval is granted by the Council to carry on a Home Occupation shall not carry on those activities at any other premises other than the land in respect of which the Councils planning approval is granted,*
- 4. If a Home Occupation has been carried on with planning approval of the Council and if in the opinion of the Council such Home Occupation is causing a nuisance or annoyance to owners or occupiers of land in the neighborhood, the Council may withdraw the planning approval granted by it and after such withdrawal, no person shall upon the subject land carry on a Home Occupation unless a further planning approval to do so, is granted by the Council, and*
- 5. The applicant pay the annual fee of \$67.00.*

**COUNCIL RESOLUTION**

**(7594) Moved Crs – Bushell and Hickey**

***That Council approves the application for a Home Occupation use at Lot 7, 15 Kirkwood Street, Corrigin for a funeral service as outlined in the application received on 1 July 2010 subject to the following conditions;***

- 1. The planning approval shall be personal to the applicant and shall not be transferred to or assigned to any other person,***
- 2. The planning approval shall be cancelled if there is a change in the occupier of the land in respect of which the planning approval was issued,***
- 3. The person to whom the planning approval is granted by the Council to carry on a Home Occupation shall not carry on those activities at any other premises other than the land in respect of which the Councils planning approval is granted,***
- 4. If a Home Occupation has been carried on with planning approval of the Council and if in the opinion of the Council such Home Occupation is causing a nuisance or annoyance to owners or occupiers of land in the neighborhood, the Council may withdraw the planning approval granted by it and after such withdrawal, no person shall upon the subject land carry on a Home Occupation unless a further planning approval to do so, is granted by the Council, and***
- 5. The applicant pay the annual fee of \$67.00***

***Carried 9/0***

F Buise left the meeting at 4.36pm.



### **10.3 Works & General Purpose Reports**

#### **10.3.1 FRIENDS OF CORRIGIN – OFF ROAD RACING EVENT**

Applicant: Friends of Corrigin Location: Shire of Corrigin Date: 12 July 2010 Reporting Officer: Julian Murphy, Chief Executive Officer Disclosure of Interest: No interest to disclose File Number: CS0032
--

#### **BACKGROUND**

Council has received a request from the Friends of Corrigin for permission to hold an Off Road Racing Event in the Shire of Corrigin in November 2010. A copy of the request is attached.

The event is proposed to be regulated and run by the WA Off Road Racing Association under the control of the Confederation of Australian Motorsports (CAMS).

The event is proposed to be held on private property south of the Corrigin townsite. The race route crosses Shire controlled roads a number of times. The following roads will need to be closed for the event:

- Corrigin South Road
- Dilling Railway Road
- Connelly Road
- Dilling Road

The Friends of Corrigin have indicated that they will be obtaining the necessary approvals for the event with respect to road closures.

The majority of the proposed race route, start finish line, marshalling and pit areas are on private property. The Friends of Corrigin have indicated that all property owners have given permission for the event.

It is proposed that competitors will be allowed to camp with their vehicles near the start/finish area. Spectators and non-competitors will be encouraged to use accommodation and camping facilities in the Corrigin townsite.

#### **COMMENT**

There are a number of issues that require consideration including road closures, spectator management, access and parking, protection of roadside and reserve vegetation, and general environmental health issues.

Should Council give its support to the proposed event, the Friends of Corrigin should be required to indemnify Council against any claims resulting from the event.

Council has given approval for the closure of roads for events in the past and it is recommended that Council give in principle support for the event subject to the organising committee working with the CEO to address organizational matters.

**STATUTORY ENVIRONMENT**

Local Government Act 1995

**POLICY IMPLICATIONS**

Council does not have a policy in relation to this item.

**FINANCIAL IMPLICATIONS**

There are no direct financial implications in relation to this item

**STRATEGIC IMPLICATIONS**

There are no direct strategic implications in relation to this item

**VOTING REQUIREMENT**

Simple Majority

**OFFICER'S RECOMMENDATION**

*That Council gives in principle support to the Friends of Corrigin and the West Australian Off Road Racing Association to hold an off road racing event in Corrigin in November 2010 including the closure of roads subject to the organisers working with the CEO to satisfy organisational arrangements.*

**COUNCIL RESOLUTION**

**(7595) Moved Crs – Bowles and Bushell**

***That Council gives in principle support to the Friends of Corrigin and the West Australian Off Road Racing Association to hold an off road racing event in Corrigin including the closure of roads subject to the organisers considering a change of date and/or change of route to reduce the risk of fire and disrupting seasonal harvesting commitments.***

**Carried 9/0**

### **10.3.2 CHANGE TO SCHOOL ZONE TIMES**

Applicant: WA Local Government Association Location: Western Australia Date: 14 July 2010 Reporting Officer: Julian Murphy, Chief Executive Officer Disclosure of Interest: No interest to disclose File Number: TT 0010
---

#### **BACKGROUND**

Council has received a request from the WA Local Government Association (WALGA) to provide feedback on the proposal to extend school zones times to a fixed whole school day (7.30am – 5.00pm). A copy of the WALGA information page on the issue is attached.

Currently school zone hours are 7.30am – 9.00am and 2.30pm – 4.00pm. The change in the proposed school zone times is a response to recognizing increased student mobility throughout the school day and improving safety on roads around schools.

#### **COMMENT**

The speed limit on town roads outside of school zone times is currently 50km/h around the Corrigin District High School. A change in school zone times would see the speed limit through the Corrigin District High School zone set at 40km/h during the school zone times.

The reduction in the speed limit would not adversely affect traffic flow but would improve safety of student and pedestrians in the area. The change to a fixed time would also lessen confusion of drivers about when the reduced speed limit applies in school zones.

#### **STATUTORY ENVIRONMENT**

Local Government Act 1995

#### **POLICY IMPLICATIONS**

Council does not have a policy in relation to this item.

#### **FINANCIAL IMPLICATIONS**

There are no direct financial implications in relation to this item

#### **STRATEGIC IMPLICATIONS**

There are no direct strategic implications in relation to this item

#### **VOTING REQUIREMENT**

Simple Majority

#### **OFFICER'S RECOMMENDATION**

*That Council supports the proposal to change school zone times to a fixed whole of school day (7.30pm – 5.00pm).*

**COUNCIL RESOLUTION**

**(7596) Moved Crs – Downing and Bowles**

***That Council supports the proposal to change school zone times to a fixed whole of school day (7.30pm – 5.00pm).***

***Carried 7/2***

### **10.3.3 FRIENDS OF CORRIGIN – BILLY CART CHALLENGE**

Applicant: Friends of Corrigin Location: Corrigin Date: 12 July 2010 Reporting Officer: Julian Murphy, Chief Executive Officer Disclosure of Interest: No interest to disclose File Number: CS0032
---

#### **BACKGROUND**

Council has received a request from the Friends of Corrigin for permission to hold the 'Corrigin Billycart Challenge' on streets in the Corrigin townsite. A copy of the request is attached.

Council has previously given approval to the Friends of Corrigin to hold this type of event. The last event was held in May 2010 in McAndrew Avenue in the Corrigin townsite.

The Friends of Corrigin have indicated that they will be obtaining the necessary approvals for the event with respect to road closures and that public liability insurance will be in place for the event.

The Friends of Corrigin are seeking Council's approval for the event which is planned for the weekend of 9 & 10 October 2010.

#### **COMMENT**

The proposed event will require the closure of McAndrew Avenue from Courboules Crescent to Gayfer Street to allow for bilycart races through the streets. Suitable barriers and traffic control will also be required.

The impact of the closure of the streets on residents will require the organizers to develop a plan to manage the periodic movement of traffic through the closed roads to allow for residents to access their homes.

Council has given approval for the closure of roads for events in the past and it is recommended that Council give support for the event subject to the organising committee working with the CEO to address organizational matters.

#### **STATUTORY ENVIRONMENT**

Local Government Act 1995

#### **POLICY IMPLICATIONS**

Council does not have a policy in relation to this item.

#### **FINANCIAL IMPLICATIONS**

There are no direct financial implications in relation to this item

**STRATEGIC IMPLICATIONS**

There are no direct strategic implications in relation to this item

**VOTING REQUIREMENT**

Simple Majority

**OFFICER'S RECOMMENDATION**

*That Council grants approval to the Friends of Corrigin to hold a soap box derby in Corrigin in October 2010 including the closure of McAndrew Avenue subject to the organisers working with the CEO to satisfy organisational arrangements.*

**COUNCIL RESOLUTION**

**(7597) Moved Crs – Szczecinski and Hickey**

***That Council grants approval to the Friends of Corrigin to hold a soap box derby in Corrigin in October 2010 including the closure of McAndrew Avenue subject to the organisers working with the CEO to satisfy organisational arrangements.***

***Carried 9/0***

#### **10.3.4 PERMISSION TO COLLECT NATIVE SEEDS – GREENING AUSTRALIA WA**

Applicant: Greening Australia WA Location: Shire of Corrigin Date: 13 July 2010 Reporting Officer: Julian Murphy, Chief Executive Officer Disclosure of Interest: No interest to disclose File Number: EM 0004
---

#### **BACKGROUND**

Council has received a request from Greening Australia for permission for relevant appointed staff of Greening Australia WA to collect native seed from within reserves vested in the Shire of Corrigin. Permission is requested for a twelve month period, beginning 1 July 2010.

#### **COMMENT**

Seed collected from within the reserves would be utilised in strategic re-vegetation projects throughout the region and for the purposes of research into best practice re-vegetation and development of tree cropping programs for the region.

#### **STATUTORY ENVIRONMENT**

Wildlife Conservation Act (1950)

#### **FINANCIAL IMPLICATIONS**

There are no direct financial implications in relation to this item.

#### **VOTING REQUIREMENT**

Simple Majority

#### **OFFICER'S RECOMMENDATION**

*That Council grants Greening Australia WA permission to collect native seed from within reserves vested to the Shire of Corrigin for a twelve month period beginning 1 July 2010 with the following conditions;*

- 1. All persons collecting native seed are licensed according to the Wildlife Conservation Act (1950) and will abide by the conditions of this license;*
- 2. Permission is for a twelve month period, commencing 1 July 2010;*
- 3. Appropriate hygiene measures will be followed at all times to prevent the spread of plant disease and weeds;*
- 4. All care will be taken to avoid the disturbance of fauna habitat;*
- 5. All care will be taken to avoid any disturbance that may lead to soil degradation.*

**COUNCIL RESOLUTION**

**(7598) Moved Crs – Bolt and Johnson**

***That Council grants Greening Australia WA permission to collect native seed from within reserves vested to the Shire of Corrigin for a twelve month period beginning 1 July 2010 with the following conditions;***

- 1 All persons collecting native seed are licensed according to the Wildlife Conservation Act (1950) and will abide by the conditions of this license;***
- 2 Permission is for a twelve month period, commencing 1 July 2010;***
- 3 Appropriate hygiene measures will be followed at all times to prevent the spread of plant disease and weeds;***
- 4 All care will be taken to avoid the disturbance of fauna habitat;***
- 5 All care will be taken to avoid any disturbance that may lead to soil degradation.***

***Carried 9/0***



**6 NOTICE OF MOTIONS –**

There were no notices of motions.

**7 NOTICE OF MOTIONS – NEXT MEETING –**

There were no notices of motions for the next meeting.

**8 CHIEF EXECUTIVE OFFICERS REPORT**

There was no CEO's report.

**9 PRESIDENTS REPORT**

The President noted that she had attended the RoeROC Country Local Government Regional Infrastructure Plan Forum on Friday 16 July 2010.

**10 COUNCILLORS REPORTS**

There was no Councillors reports.

**11 URGENT BUSINESS**

There was no urgent business.

**12 INFORMATION BULLETIN**

There was nothing discussed from the Information Bulletin.

**13 WALGA & CENTRAL ZONE MOTIONS**

There were no WALGA or Central Zone motions.

**14 MEETING CLOSURE**

There being no further business to discuss, the President thanked everyone for their attendance and closed the meeting at 5.00pm.

President

Date

---